

## **JOB DESCRIPTION**

**JOB TITLE:** Senior Emergency Medical Technician      **GRADE:** 10

**JOB CODE:** 2351

**DATE:** 2/2000

**General Function:** Under limited supervision. Performs highly responsible emergency care to injured or ill persons and provides ambulance transportation for patients to medical facilities and does related work as required.

### **CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

Checks operating condition of vehicles, checks gas, oil. battery water, radiator water and tire pressure.

Review reports and emergency runs from previous shifts,

Completes daily vehicle inspection report.

Responds to emergency calls to provide efficient and immediate care to the critically ill or injured from the time the person is first seen through transportation and deliver to the care of a physician or emergency room personnel at the medical facility. Decide the nature and extent of illness or injury and establishes priority for required emergency care.

Drives ambulance to location. Observe traffic ordinances and regulations concerning emergency vehicle operation. Maintains radio contact during runs.

In the absence of police, enlists the assistance of persons available to create a safe traffic environment, such as placement of road signs, removal of debris or redirection of traffic for safety. If police are on the scene, cooperate with police and tend to the needs of the victim.

Uses the prescribed techniques and necessary equipment for removing the victim safely.

Complies with prescribed regulations and procedures on the handling of the deceased.

Transports patients to medical facility requested or to the nearest medical facility if unable to determine patient's request. Informs the control center and maintains radio contact. Reports verbally and in writing observations and care of patient at the emergency scene and in transit, to the medical facility emergency personnel for their record and diagnostic purposes.

Makes complete report one each run including ambulance trip ticket form, personal property form. payment receipts and any

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individual information requested.

Prepares vehicle for next emergency run or medical. Sterilizes tools and equipment. Makes thorough check of all equipment and supplies to ensure ambulance readiness for next run or trip. Trip. Replaces used linens, blankets and other supplies Cleans and washes exterior and interior of ambulance and keeps vehicles in a neat and orderly condition.

Attends training meetings. conferences and seminars as required.

**SUPERVISION RECEIVED:** Limited supervision under standard operating procedures: incumbent can function autonomously.

**JOB SPECIFICATIONS:**

**Knowledge and Abilities:**

Considerable knowledge of and training in the care and use of commonly accepted and employed emergency equipment such as suction machines, oxygen delivery systems (both installed and portable). back boards, fracture kits, emergency medical care kits, obstetrical kits, intravenous kits, stretchers of various types, light rescue tools and basic automobile mechanics.

Considerable knowledge of sanitizing and disinfecting techniques and procedures.

Considerable knowledge of traffic regulations for the safe operation of emergency vehicles.

Knowledge of safety precautions required in performance of duties.

Skill and physical coordination in carrying, lifting, climbing, hoisting and other similar maneuvers in a manner not detrimental to the patient, co-worker or self.

Ability to give and receive verbal and written directions and instructions.

Ability to prepare and submit clear and concise reports. Visual acuity necessary for driving and examining patients (correction by lenses allowed). Courtesy. Tact. Firmness. Dependability. Sound judgment. Integrity.

**MINIMUM EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:**

**Graduation from**

an accredited high school or equivalent (GED) Certification by the Commonwealth of Kentucky as an Emergency Medical Technician (EMT). Three years experience working as an EMT.

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The intent of this job description is to provide a representative summary of the duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. employees may be requested to perform job-related tasks other than those specifically presented in this description.